

Department of Licensing
Business and Professions Division
Real Estate Appraiser Section

REAL ESTATE APPRAISER COMMISSION MEETING MINUTES

February 18, 2005

OPENING The Real Estate Appraiser Commission Meeting was held at the George C. Marshall House, Vancouver, Washington

MEMBERS

PRESENT: Dean Potter, Chair
 John P. Fredrickson, Commissioner
 Linda Owings-Rosenburgh, Commissioner
 Stephen Juntala, Commissioner

MEMBERS

EXCUSED: Brent Palmer, Vice Chair
 Cheryl Farivar, Commissioner
 Michael Lightbourne, Commissioner

STAFF

PRESENT: David Santhuff, Program Manager
 Ralph Birkedahl, Professional Licensing Manager

I.

CALL TO ORDER:

Chair Dean Potter called the meeting to order at 9:20 a.m.

APPROVAL OF AGENDA:

A motion was made to approve the agenda, seconded and approved.

APPROVAL OF MINUTES:

A motion was made to approve the Commission Meeting minutes for November 19, 2004, seconded and approved.

II.

OLD BUSINESS:

A. DRAFT DISCIPLINARY MATRIX UPDATE:

David Santhuff reported to the Commission that the Disciplinary Matrix Validation Course and Survey was completed February 1, 2005. There were 97 responses. Overall an 84% approval rating was received. The Matrix was verified as being understandable and the sanctions verified as agreeable according to 90% of those surveyed. The exam mode score was 92%.

The Matrix will be finalized and published for a 6 month trial practical application after the Brief Adjudicated Procedure Rules are adopted. Jana Jones, Administrator for Real Estate and Appraisers, will be reviewing the final BAP during March.

B. EDUCATION ISSUES:

This agenda item was deferred to the next meeting.

Dean Potter asked that the record show that four commissioners were present.

III. NEW BUSINESS:

A. APPRAISER PROGRAM REPORT:

Ralph Birkedahl reported to the commission. He introduced the staff by name, position and specific duties. He then provided information regarding functional areas. He went on to provide information/statistics regarding workload, population, complaints, disciplinary actions, approval of courses and budget.

IV. COMMISSIONERS' PRESENTATION:

Stephen Juntala reported to the Commission that he and Cheryl Farivar had been looking at possible amendments to the Washington Administrative Code (WAC) and had decided that because the changes were so extensive that they would bring the issue of rewriting the WAC before the Commission.

Dean Potter suggested taking another look at how to proceed.

Stephen Juntala volunteered to develop a draft proposal.

David Santhuff reported that the program staff had begun reviewing the WAC and has identified areas in need of amendments.

Stephen Juntala suggested that he and Cheryl Farivar work together with the program to develop the initial drafts for review at the Commission meeting scheduled at Snoqualmie Pass in August 2005.

David Santhuff reported to the Commission that the Commission meeting scheduled for Ellensburg would have to be relocated because of spending authority restraints. The next meeting in May 2005 would be in Tacoma at the Parkland Licensing Services Office.

Dean Potter informed the Commission and attendees that the first exposure draft of the Uniform Standards of Professional Appraisal Practice has been published.

III. OPEN FORUM

Mr. Nervik, Mr. Irish, and Mr. Bill King made comments regarding letters and communications between each of them and the Department of Natural Resources related to the requirements for only licensed pest control inspectors to make inspections of properties and that appraisers are not authorized by DNR to provide observations and comments on appraisal forms related to pest, dry rot, water damage, mildew, etc.. Chairman Potter asked the Program Manager to prepare a letter to DNR and discuss this matter with the Program's Assistant Attorney General and confirm the Program's position that appraisers will continue to report all deficiencies observed during the appraisal process including pest infestations, dry rot, mildew, mold, water damage and all other deficiencies noted during the appraisal inspection.

IV. ADJOURNMENT

There being no further business, a motion was made, seconded and passed to adjourn. Meeting was adjourned at 11:30 a.m.

Respectfully Submitted,

Original Signed

David Santhuff

Real Estate Appraiser Program Manager